



## PowerPoint Training Program – Lead In Construction



For employees exposed to lead on  
construction jobs

### Instructor's Guide

#### **Purpose of This Training Module**

You may use this slide presentation to comply with the training requirements of the WISHA lead in construction regulations (WAC 296-155-176). You can read the training requirements in the rule at the end of this guide.

The topics covered in this module are those required in the rule. However, you may use different materials that cover these topics if you believe that they will be more effective.

#### **Getting Ready**

##### **1. Resources and materials you will need:**

- A quiet room with basic accommodations for comfort of participants
- A copy of the presentation (computer slide show, overheads, or handouts)
- Overhead projector or computer and projector for Powerpoint presentation
- Copies of the handouts (optional)
- Respirators or personal protective equipment used at your worksite for lead (optional)
- Certificates to hand out to the class as proof of attendance (optional)
- A training roster to pass around for your records (recommended)

##### **2. Review the presentation materials.**

Take the time to look through each of the slides and read the instructor's notes that come with each slide. If you have any questions after looking through these materials, you can contact your local L&I office (see page 3) for assistance before you give your first presentation.

##### **3. Customizing the presentation.**

- The information contained in this module applies to all construction worksites where employees are exposed to lead. However, you are also required to include specific information about conditions that exist at your workplace. Slides # 12, 13, 14, 21, 27 and 32 provide a place to include that information.

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**Just using the training module without the workplace-specific information will not satisfy all training requirements.**

- If you have PowerPoint on your computer, additional information is easily added to the PowerPoint version after downloading. The PowerPoint version can be modified, but modification that changes the essential meaning or deletes information may not meet the training requirements.
- If you use the PDF version, the slides cannot be changed, but you can provide the workplace specific information orally, on overhead transparencies or as paper handouts.

#### **4. Prepare the materials and schedule the class**

- If you have a computer video projection system, all you need to do is check to make sure the presentation works and make copies of the handouts.
- If you plan to use an overhead projector, print the slides out on transparencies. The PDF version will print quicker and use less printer memory. The slides will be clearer if they are printed in color. If you don't have a color printer, your local print or copy store can print out color transparencies for you.
- Schedule the class for a date and time convenient to most people. If you want many employees and supervisors to participate, try not to make groups larger than 15 attendees.

#### **Presenting the Training**

##### **Give the presentation**

You can use your own words rather than just reading from the script. You can also make three-slide-per-page handouts of the training.

##### **Ask for participation**

It also helps to involve the audience as much as possible by asking them questions and getting them to talk about their own jobs, their exposure to lead, use of respirators and any suggestions they may have on how to reduce lead exposure.

##### **Questions and answers**

Answer any questions the best that you can. Even if you don't have the technical knowledge to answer a lot of questions on lead, you can still answer the important questions about the way that your company is addressing employee lead exposure. If

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any questions on lead, respiratory protection, or medical surveillance are asked that you need help answering, you can contact your local L&I office listed on the following page.

### Follow-up

Within a week or two of giving the training, you might want to take a few minutes to talk to some of the employees and supervisors to make sure they understood what was presented and how it applies to them.

### Getting help

If you have questions while preparing to give this presentation, or if questions come up during the presentation that you need help in answering, contact your local L&I office listed below for assistance:

City	Telephone #	E-mail address
Everett	425-290-1300	<a href="mailto:dres235@lni.wa.gov">dres235@lni.wa.gov</a>
Seattle	206-281-5400	<a href="mailto:solt235@lni.wa.gov">solt235@lni.wa.gov</a>
Spokane	509-324-2600	<a href="mailto:poag235@lni.wa.gov">poag235@lni.wa.gov</a>
Tacoma	253-596-3800	<a href="mailto:maha235@lni.wa.gov">maha235@lni.wa.gov</a>
Tumwater	360-902-5799	<a href="mailto:coor235@lni.wa.gov">coor235@lni.wa.gov</a>
Wenatchee	509-886-6500	<a href="mailto:mcfi235@lni.wa.gov">mcfi235@lni.wa.gov</a>

### Training Requirements in the Lead in Construction Rule

#### **WAC 296-155-17625 Employee information and training.**

(2) Training program. The employer shall assure that each employee is trained in the following:

- (a) The content of this standard and its appendices;
- (b) The specific nature of the operations which could result in exposure to lead above the action level;
- (c) The training requirements for respiratory protection as required by chapter 296-62 WAC, Part E (see WAC 296-62-07117, 296-62-07172, and WAC 296-62-07186 through 296-62-07190);
- (d) The purpose and a description of the medical surveillance program, and the medical removal protection program including information concerning the adverse health effects associated with excessive exposure to lead (with particular attention to the adverse reproductive effects on both males and females and hazards to the fetus and additional precautions for employees who are pregnant);

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- (e) The engineering controls and work practices associated with the employee's job assignment including training of employees to follow relevant good work practices described in Appendix B, WAC 296-155-17652;
- (f) The contents of any compliance plan in effect;
- (g) Instructions to employees that chelating agents should not routinely be used to remove lead from their bodies and should not be used at all except under the direction of a licensed physician; and
- (h) The employee's right of access to records under Part B, chapter 296-62 WAC and chapter 296-800 WAC.